

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Plans and Policy Staff

DATE: 21 June 1956

FROM : Chief, Intelligence School

SUBJECT: Weekly Activities Report #25
15 June through 21 June 1956

1. SIGNIFICANT ITEMS - None.

2. OTHER ACTIVITIES

a. Clerical Training

During the week of 11 June there were 42 people in Clerical Induction Training and 11 people in Clerical Orientation.

b. Basic Orientation

Nothing to report.

c. Instructor Training

Nothing to report.

d. Visual Aids Staff

The weekly activities report of the Visual Aids Staff is attached.

e. Management Training

(1) The second group of branch, staff, and section heads of the SR Division have completed one week of their special 35-hour management training program. We have been told that senior members of the first group, which completed its training 8 June, have engaged in discussions with C/SR, with the result that the organization plan for the Division has been redrawn.

(2) Basic Supervision #21 ended 15 June. Eighteen students, GS-9 - GS-11--once again the maximum enrollment for the course--completed this presentation.

25 YEAR RE-REVIEW

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f. Intelligence Training

(1) OO/C Refresher Course No. 6 - an eight-day course with 21 enrolled - was completed on 20 June.

(2) The old Intelligence Principles & Methods Course is being revised and tailored to the needs of the JOTP. The new curriculum will be coordinated with the Chief, JOTP. The first running of the course is scheduled to start on 30 July.

g. Orientation and Briefing

(1) Twenty people, including Mrs. Dulles and Mrs. Cabell, attended the 16th Dependents' Briefing, which was conducted by Chief/OB on 11 and 12 June. The DCI reported that Mrs. Dulles was very pleased with the Briefing and endorsed its content and format.

(2) Mrs. [] gave the presentation on "Life Overseas" at the 16th Dependents' Briefing. 25X1

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(3) Mrs. [] who has been giving the presentations on "Life Overseas" in the [] programs will be out of Washington for the next few months. At her suggestion, arrangements have been made for Mrs. [] to give these presentations.

(4) A special briefing for fifteen Junior Foreign Service Officers of the Department of State was conducted by Chief/OB on 15 June.

25X1
(5) On 18 and 19 June Chief/OB attended and participated in a special Presidential Conference on Fitness of American Youth which was conducted at the U.S. Naval Academy at Annapolis.

25X1
(6) Miss [], secretary to Chief/OB, plans to resign from the Agency in the near future; she will be replaced by Mrs. [] 25X1

h. Administrative Training

25X1
(1) On 18 June Mr. [], CI Staff, audited the Operations Support coverage of Name Checks, Personal Record Questionnaires, and Handling of Operational Approvals. He approved of the present coverage but believes he can provide additional material that would enhance the presentations.

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(2) Mr. [] reported that the present Chief/WE wants Mr. [] to remain in WE for another year. Whether the new Chief will be agreeable to Mr. [] release remains to be seen.

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25X1 (3) On Tuesday [] who has been interviewed
25X1 by [] with regard to returning to Training for an assignment
and taking over the tradecraft phase of Operations Support, said
that after considering this proposal he has decided to remain with
EE. He explained that returning to tradecraft instruction would
not present sufficient challenge.

25X1 (4) A replacement for [] still has not been found
25X1 and the probability of obtaining [] for this position remains
undetermined. In order to maintain the quality of instruction, a
25X1 replacement should work with [] for at least one running.
25X1 Releasing [] prior to obtaining a replacement will
jeopardize the current training program.

1. Personnel Notes

- 25X1 (1) [] returned from military leave 18 June.
- (2) [] formerly Chief of the Intelligence
School, departed on 15 June for three weeks' leave prior to assuming
his new responsibilities in DD/P.

25X1 []
Chief, Intelligence School

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